

This instrument was developed by the  
**Washington State Emergency Management Council's  
Task Force on Local Programs**

It was designed to collect information on local emergency management programs in order to develop a snapshot of the broader, statewide system of emergency management in Washington State. It is not intended as a tool to evaluate individual local programs.

Individual response data will be protected by the Washington State Emergency Management Division as sensitive information, and as such will not be subject to public disclosure laws. Findings will be presented to the Emergency Management Council in Fall 2004.

For your convenience, this questionnaire also is available to be completed online at [www.EMCTaskforce.org/survey.htm](http://www.EMCTaskforce.org/survey.htm).

<b>City or Town:</b> _____	
<b>City Emergency Services Contact:</b> _____	<b>Title:</b> _____
<b>Telephone:</b> _____	<b>Email:</b> _____
<b>Name of person completing this questionnaire:</b> _____	
<b>Telephone:</b> _____	<b>Title:</b> _____
<b>Telephone:</b> _____	<b>Email:</b> _____

**Laws & Authorities**

	Yes	No	Don't Know
1. Does your city or town have an ordinance or resolution establishing a joint organization for emergency management? (WAC 118-30-050)	[   ]	[   ]	[   ]
2. Has your city or town submitted this ordinance or resolution to the State Director of Emergency Management? (WAC 118-30-050)	[   ]	[   ]	[   ]
3. Does your city or town have procedures in place for your chief elected/appointed official to declare a state of emergency?	[   ]	[   ]	[   ]
4. Has your city or town established its own plan for Continuity of Government (COG) during an emergency or disaster? <i>(COG: The ability of a government to continue to provide leadership and preserve order in the event of a disaster.)</i>	[   ]	[   ]	[   ]
5. Has your city or town established its own plan for Continuity of Operations (COOP) during an emergency or disaster? <i>(COOP: The ability to continue to provide residents with basic municipal services in the event of a disaster.)</i>	[   ]	[   ]	[   ]

**Planning & Preparedness**

	Yes	No	Don't Know
6. Does your city or town participate in the updating of the county Comprehensive Emergency Management Plan (CEMP)?	[ ]	[ ]	[ ]
7. Does your city or town participate in the county's hazard <u>identification and vulnerability assessment</u> process?	[ ]	[ ]	[ ]
8. Does your city or town participate in the county's hazard <u>mitigation</u> process?	[ ]	[ ]	[ ]
9. Within the last two years, has your jurisdiction reviewed its hazards and vulnerabilities for accuracy and completeness?	[ ]	[ ]	[ ]
10. Within the last two years, has your city or town participated in county or regional emergency management exercises or training?	[ ]	[ ]	[ ]

**Response & Recovery**

	Yes	No	Don't Know
11. Does your city or town have established procedures to communicate with the county's emergency management department?	[ ]	[ ]	[ ]
12. Does your city or town test these communication procedures at least annually?	[ ]	[ ]	[ ]
13. Does your city or town have procedures in place to request <u>response aid</u> from the county emergency management department?	[ ]	[ ]	[ ]
14. Does your city or town have procedures in place to request <u>recovery assistance</u> from the county emergency management department?	[ ]	[ ]	[ ]
15. Does your city or town have a public warning or emergency alert system, or established procedures to access such a system?	[ ]	[ ]	[ ]
16. Within the last year, has there been a test of the public warning or emergency alert system in your jurisdiction?	[ ]	[ ]	[ ]

**Other**

	Yes	No	Don't Know
17. Does your city or town have input into your county's emergency management grant application process?	[ ]	[ ]	[ ]
18. Does your city or town have input into your county's homeland security grant application processes?	[ ]	[ ]	[ ]

Your opinion please...	Not At All				Very
19. How satisfied are you with your ability to communicate with your county emergency management department?	1	2	3	4	5
20. How satisfied are you with the communication you receive from your county emergency management department?	1	2	3	4	5
21. To what extent does your city or town provide resources (personnel, equipment, facilities) in cooperation with the county in the event of an emergency or disaster?	1	2	3	4	5
22. <b>Overall</b> , how satisfied are you with emergency management planning for your city or town?	1	2	3	4	5
23. <b>Overall</b> , how adequately do you feel local hazards are identified, assessed and mitigated for your city or town?	1	2	3	4	5
24. <b>Overall</b> , how prepared do you feel is your city or town is ready to respond to an emergency or disaster?	1	2	3	4	5
25. <b>Overall</b> , how prepared do you feel is your city town ready to recover from an emergency or disaster?	1	2	3	4	5
26. <b>Overall</b> , how sufficiently do Washington STATE laws and authorities support effective emergency management mitigation, preparedness, response and recovery in your municipal jurisdiction?	1	2	3	4	5
27. <b>Overall</b> , how sufficiently do your LOCAL laws and authorities support effective emergency management mitigation, preparedness, response and recovery in your municipal jurisdiction?	1	2	3	4	5
28. Do you have any other comments or recommendations for systemic improvements in the statewide system of emergency management in Washington State?					

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Please submit your completed questionnaire by **May 1, 2004** to:

Nicole Simpkinson, Project Director  
Washington State Association of Counties  
206 Tenth Avenue SE, Suite A  
Olympia, WA 98501-1311  
(360) 753-1886 (telephone); (360) 753 2842 (fax)